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RESOLUTION NO. 1203

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDMONDS, WASHINGTON, ESTABLISHING A FRAMEWORK FOR PUBLIC PARTICIPATION IN COMPREHENSIVE PLAN AMENDMENT PROCESSES.

WHEREAS, Chapter 20.00 ECDC establishes hearing processes before the Edmonds City Council and Edmonds Planning Board regarding comprehensive plan amendments, and,

WHEREAS, RCW 36.70A.035 and WAC 365-195-600 establish respectively, requirements that planning jurisdictions establish and disseminate public participation programs and recommendations regarding such programs; and

WHEREAS, the City as any planning jurisdiction has broad discretion to tailor its programs to meet specific needs and circumstances, and

WHEREAS, the City Council wishes to establish a framework for its public participation programs, subject to tailoring individual programs to meet the needs of specific situations, prior to the Planning Board and City Council consideration, now therefore,

THE CITY COUNCIL OF THE CITY OF EDMONDS, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Prior to commencement of any comprehensive plan update process, the staff is requested to present its recommendations for a public participation process for that update. The City staff is directed to use as a general outline for such public participation programs for its recommendation to the City Council to incorporate as appropriate the

recommendations contained in Washington Administrative Code provision 165-195-600.

Section 2. The specific detail of any public participation program prior to the commencement of Planning Board hearings on a specific Comprehensive Plan amendment, may be established by the City Council by either the approval of a consulting agreement for such services or by a resolution.

Section 3. During the course of such process, notice of public hearings and meetings shall be published in the City's legal newspaper, available on the City's website and shown on the agenda televised on Channel 21, the City's governmental access channel. Notices may also be posted at public locations throughout the City.

Section 4. Electronic copies of agendas, minutes, proposals, recommendations, draft Comprehensive Plan or Development Regulation amendments are available on the City's website. Members of the public may also request paper copies pursuant to the Public Records Act through the City Clerk or Planning Department by e-mailing the City or making a written request for such documents. Copies will be provided in accordance with the Public Records Act requirements. Copies of all proposals, agendas and minutes related to a Comprehensive Plan amendment may also be reviewed at the City's Planning Department at City Hall, 121 5th Avenue North.

Section 5. The public is also encouraged to provide written comments relating to any proposed Comprehensive Plan or development regulation amendment. Written comments should be directed to the City Clerk at 121 5th Avenue North, Edmonds, WA 98020.

Section 6. Notices shall contain the following information:

- A. The time, date and location of any public meeting or hearing; and
- B. The general nature of the action to be taken. In the case of a request to

amend the Comprehensive Plan to change the designation of any property, the approximate location of the property and proposed change in Comprehensive Plan designation shall be incorporated. Notice of Comprehensive Plan updates or amendments shall provide a general listing of significant changes or amendments to be considered. The public should refer to either the City's website or paper copies on file with the City Clerk or Planning Department, as appropriate, to determine the specific details of the proposals under consideration.

Section 7. The City is attempting to conserve resources by utilizing, where possible, a paperless environment. By so doing, the City seeks to conserve both natural resources and to reduce the public's costs. Members of the public are encouraged to utilize City websites or to review documents at the City's office. The public is encouraged to educate itself prior to public hearings in order to better exercise its right of public comment and should be aware that depending upon the length of documents or proposals, copies may not be available at the public hearing.

Section 8. Any error in the application of these rules shall not invalidate an action by the City Council so long as:

- A. The public has notice of the general nature of significant amendments to the Comprehensive Plan, or development regulations; and
- B. There is an opportunity for early and continuous public participation in the planning process.

RESOLVED this 4th day of August, 2009.

APPROVED:



MAYOR, GARY HAAKENSEN

ATTEST/AUTHENTICATED:

Sandra S. Chase

CITY CLERK, SANDRA S. CHASE

FILED WITH THE CITY CLERK:	07-31-2009
PASSED BY THE CITY COUNCIL:	08-04-2009
RESOLUTION NO. <u>1203</u>	